

Reg.

MHQ-2048
10 May 1982

MEMORANDUM FOR: [redacted] STAT
Chief, FBIS Paraguay Bureau

FROM: [redacted] STAT
Chief, Administrative Staff, FBIS

SUBJECT: Shipment of HHE [redacted] STAT

REFERENCE: Memorandum to D/FBIS from [redacted] 26 April 1982 STAT
Same Subject

1. D/FBIS has asked that I advise you of the necessary procedures that have to be followed in order to obtain approval for advanced shipment of HHE on retirement. Your shipment from Asuncion to Florida on your PCS orders is permissible under the provisions of [redacted] so the following only addresses the movement of your storage from Washington in conjunction with your retirement. STAT

2. To be eligible for a retirement shipment an employee must submit a firm application for retirement. This application must be approved by the Director of Personnel since it is a voluntary retirement and the number of voluntary retirements is controlled by Congressional limitation (This has not been a problem to date). The retirement application cannot be submitted more than one year in advance of the retirement date. Thus, in your case, you are not eligible to retire until 14 September 1983 and you may not submit your application until 14 September 1982. At that time, you may request D/OP approval for advanced shipment of your HHE. Retirement Affairs Division has advised that approval one year in advance requires strong justification (such as personal hardship). In addition a repayment agreement is required in the event the retirement does not take place on the scheduled date or the retirement relocation benefit is discontinued prior to the retirement date. Finally, a travel order is necessary.

3. Your options, based on the above, are limited. To obtain shipment within a reasonable period of your PCS date, you must file for retirement. If you do not intend to retire once you are eligible, you cannot ship your storage at government expense until you do retire.

ADMINISTRATIVE -- INTERNAL USE ONLY

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4. I hope the above provides you with an understanding of the requirements and sufficient information on which to base your personal decisions. If you wish additional information, we will be happy to provide it.

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DDS&T/FBIS/ADMIN

(10May82)

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